

## Wildcard Searches on AREIS Online

The AREIS Online record search is very flexible and the manner in which the search criteria is typed will produce different results. By default, the system adds wildcard symbols to your search criteria. For the purposes of this document, I will outline a few different searches on the name 'SMITH'. All of these rules also apply when searching by address.

### **Searching for all properties with an owner name consisting of the name 'SMITH'**

**Criteria:** SMITH

**Results:** All properties with the name SMITH somewhere in the owner name.

#### **Example:**

SMITH ANN  
SMITH ANNETTE  
SMITH BOB

By default, 25 results will be displayed. If you need to see more results, this can be altered by changing the # of Records drop down box. It is not recommended to return all records with such a generic search.

### **Search for all properties with an owner name consisting of the name 'SMITH' and a name beginning with the letter A**

**Criteria:** SMITH A

**NOTE: Make sure to NOT type a space after the A**

**Results:** All properties with the name SMITH somewhere in the owner name and another name beginning with A.

#### **Example:**

SMITH ANN  
SMITH ANNETTE

Note that you do not need to specify a special wildcard symbol after the A, the program automatically takes care of this.

**Search for all properties with an owner name consisting of the names SMITH and ANN, but only ANN, not ANNIE, ANNETTE, etc.**

**Criteria:** SMITH ANN and an additional space

**NOTE: Make sure TO type a space after the A**

**Results:** Only properties with the words SMITH and ANN in the owner name.

**Example:**

SMITH ANN

Adding the space at the end removes the automatic wildcard symbol from the name.